

AdministrationEvaluation of Certified Administrative Personnel

The Board recognized that the administrative process is an extremely complex one and that appraisal of this process is a difficult and technical function. Nevertheless, because it is accepted that good administration is an important element in a sound educational program, appraisals of administrators performance of duty, competence, and professional conduct shall be made.

Appraisal of administrative service shall serve these purposes:

- A. To raise the quality of administration and educational service to the children of our community.
- B. Clarify for the administrators their role in the school system as seen by the Board.
- C. Clarify for all Board members the role of the Administration and the immediate priorities among each Administrator's responsibilities.
- D. Develop harmonious working relationships between the Board and each Administrator.
- E. Aid the individual administrator to grow professionally.

The evaluation of administrative performance must be a cooperative and continuing process designed to improve the quality of the educational program. Each administrator is responsible for assisting in the development of effective evaluation procedures and instruments and for development and maintenance of professional standards and attitudes regarding the evaluation process.

All certified administrative personnel are to be involved in the evaluation process. The Board delegates to the Superintendent the responsibility of developing, organizing, and implementing a program for evaluating all administrative personnel except for the Superintendent. The president of the Board of Education shall represent the Board in developing an evaluation process for the Superintendent. The evaluations shall be done on an annual basis as required by law.

Date of Adoption: July 11, 2005